

Present Work Future Steps

Contact Making Seminar

WHERE

Murzasihle
(Poland)

WHEN

between
29th of
October and
3rd of
November
2019

WHO

For each partner we are expecting to prepare and send 3 participants - NGO representatives, educators, youth workers (age: 20-55), experienced in youth projects, working on HRE and the development of competences of educators.

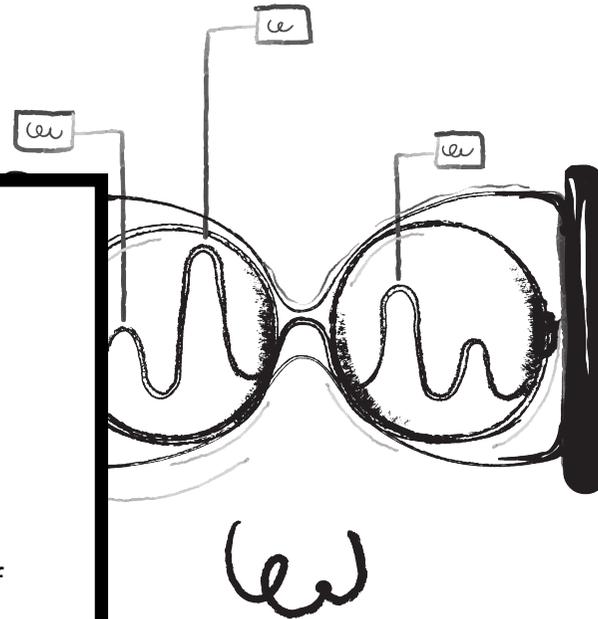
OBJECTIVES

- To share realities in our home states and reflect on the opportunities of HRE and intercultural learning as potential driving force in advocating democracy
To explore the meaning of social diplomacy in current social and political situations in different countries, to identify its potential, limits, challenges and current state
- To brainstorm the competences of educators which need to be developed/ enhanced in nowadays situation (e.g. political competence etc.)
- To develop joint initiatives for educators aiming at strengthening our capacities in HRE and intercultural learning
- To develop joint strategies on dealing with different challenges of HR in educational field
- To create new contacts and networking
- To develop innovative mechanisms and to develop new ideas; to draft project ideas (Youth exchanges, trainings, seminars, voluntary projects etc.)
- To deepen knowledge on Erasmus + program, other European and national funding opportunities and to find potential partners for application.



CRITERIA FOR PARTICIPANTS' SELECTION

- Sincere interest and motivation to reflect & review how to strengthen our capacities in human rights education and intercultural learning in order to address current challenges of nowadays
- Commitment to participate in the whole duration of the activity
- Clear ideas for follow up activities at local/national and international lev-els
- Experience in the topic of formal or non-formal education, HRE and inter-cultural learning
- Involvement in creating initiatives and their work with young people with fewer opportunities.
- Shared expectations and clearly defined learning needs
- Openness for and appreciation of non-formal learning process in highly diverse context
- Commitment to reflect on personal learning process and ability to critically assess learning outcomes
- High commitment for follow up activities and networking.



Taking into account the nature of a contact-making seminar and willing to expand cooperation both within local, national realities as well as interna-tionally, we would recommend to select 3 participants, based on above mentioned criteria, due to clearly defined profile:

- 1** from partner organisation's staff members
- 1** from other local NGO organisation working on capacity building
- 1** educator from formal or non-formal sector.

ACCOMONDATION/ VENUE

During the main part of our project You will be accommodated in a guesthouse in Poronin/Murzasihle

http://www.utoski.pl/spacery_wirtualne/spacer_utoski3/



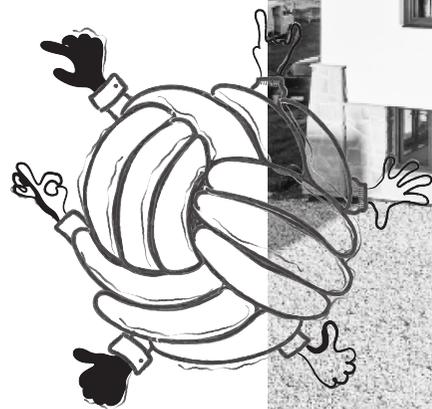
Participants' application:

<https://forms.gle/x7pwS6ftDZS5VRwh8>



Our Facebook group:

<https://www.facebook.com/groups/460780354677683/>



FINANCIAL CONDITIONS

Dates of the of project (training course- mobility of Youth workers): 29.10.-03.11.2019 (a shuttle bus will be arranged from Kraków's city center at the afternoon on 29th of October - a certain hour will be announced before the TC (however please look for tickets that You will be able to arrive to Kraków maximum at 18:00), at 3rd of November departure time from the venue will be provided after a morning session around 11:00).

Transportation costs of all participants will be covered by project's budget up to Erasmus + limits of transportation costs for a certain country, based on Erasmus+ distance calculator.

Transportation is reimbursed up to national limits of travel (look below) from city where partner's organization is based to our venue (Poronin/ Murzasihle) and way back.

Reimbursement process will be done directly during the Mobility (in cash for all groups), therefore participants are required to provide the hosting organization all travel documents maximum until the second day of the main activities (until 30th of October).

Buying all tickets is an obligation of participants (with partners' organization support).

All costs related to accommodation, and food (3 meals per day- breakfast, lunch, supper and 2 coffee breaks) will be covered by project's budget.

LIMITS OF TRANSPORTATION COSTS FOR PARTNER COUNTRIES:

- 4 Participants from Poland 20€
- 3 Participants from Germany 275€
- 3 Participants from Spain 275€
- 3 Participants from Slovakia 180€
- 3 Participants from Portugal 360€
- 3 Participants from Turkey 275€
- 3 Participants from Italy 275€
- 3 Participants from Denmark 275€
- 3 Participants from Sweden 275€
- 3 Participants from Romania 275€
- 3 Participants from Lithuania 275€
- 3 Participants from Cyprus 275€
- 3 Participants from Estonia 275€
- 3 Participants from United Kingdom 275€

Mentioned amounts are the maximum level of possible reimbursement.

DON'T FORGET

to send via e-mail and bring invoices of your tickets, since we can not reimburse anything without documentation. **Boarding passes** are obligatory as well.



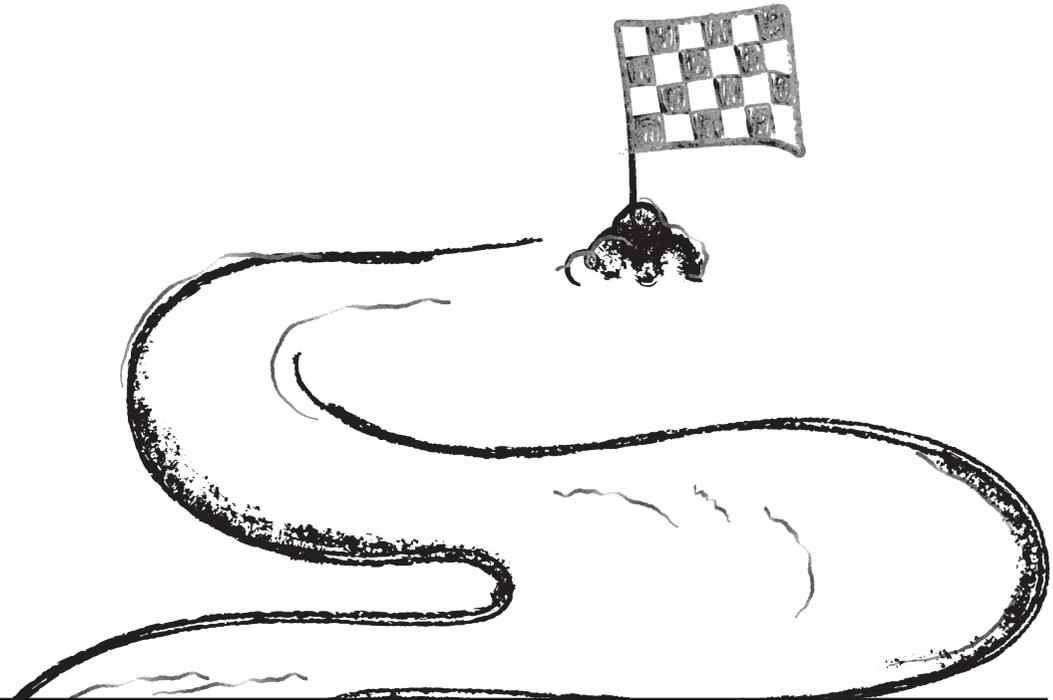
REGULAR TICKETS:

- the original invoice (signed and stamped)/receipt/pay order/proof of payment
- the original boarding pass (the small ticket stub you receive before boarding the plane)
- the prices stated in the invoices, receipts etc. must coincide with the price on the ticket.



E-TICKET MUST BE:

- printed out and include your name, the exact fare you paid, details of your flight on the same page
- provided along with the credit card receipt for the payment or a copy of your bank statement (clearly showing the payment has been made)
- given with the boarding pass (the small ticket stub you receive before boarding the plane).



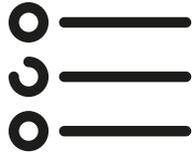
OTHER IMPORTANT DETAILS:

- Booking paper alone is not enough (we need the invoices)
- Missing or lost tickets are not reimbursed
- Any costs for taxi or petrol are not reimbursed
- Return tickets must be bought in advance before the journey
- Following the guidelines of the Erasmus+/YIA Programme and internal regulations the travel must be released by the participants on the direct way within maximum 2 days. In case of long pauses or indirect routes (holiday travel), there is no reimbursement of travel costs!

NOTE:

- Some airlines print 'passenger receipt' at the top of the cardboard ticket. It is not accepted as a receipt of proof of payment. Therefore, if you book your tickets online, please, make sure to print out the e-mail you receive from the airline company upon the payment, stating how much and how you paid.
- Train/bus tickets must show visible arrival and departure time as well as the price (+invoices if available).

The terms of participation



All reimbursement will be made to participant's group leader in cash, directly during the Mobility, after filling in criteria mentioned below:

- deliver all travel document to hosting organization - (originals before or during the main activities, maximum until the second day of the Mobility)
- active participation in all workshop sessions.

You are expected to participate fully in all activities, unless you are ill (this information should be provided to trainers or organizations before activities). Unauthorized absence from activities and workshops is not permitted and could cause reducing/ cutting the reimbursement.



WHAT TO BRING

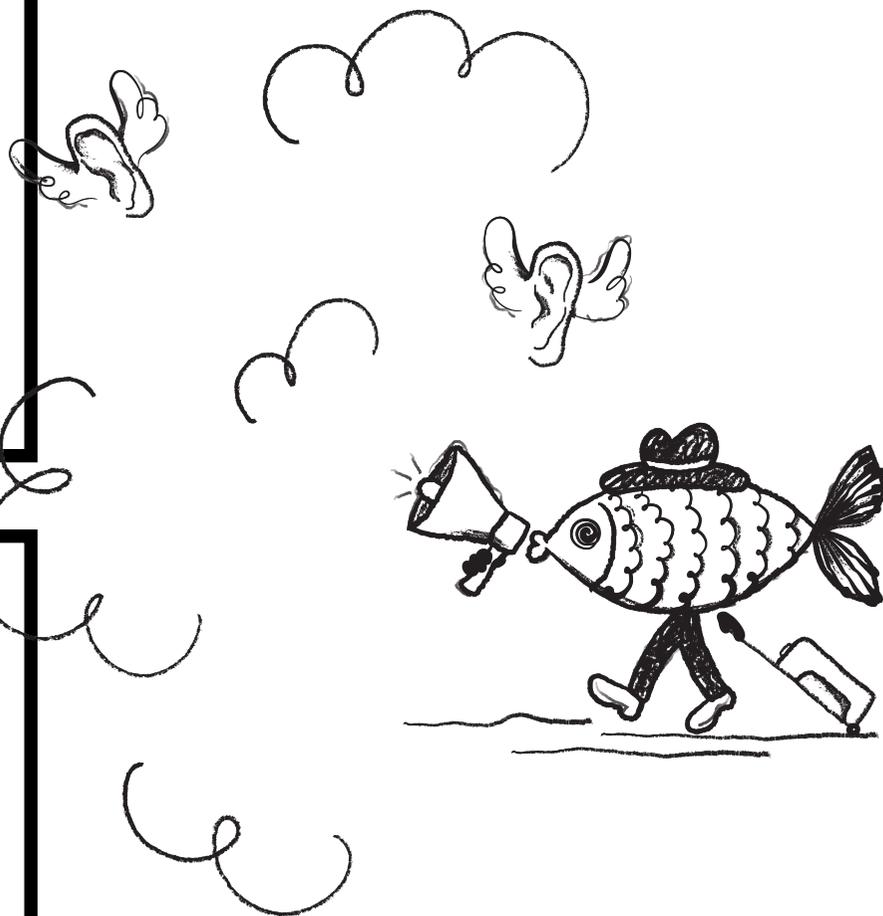
- Comfortable clothes (tracksuit, comfy t-shirts for both indoor and outdoor activities) and shoes for workshops depending on weather, slippers.
- Laptop
- Traditional food, drinks/souvenirs for intercultural evenings activities.

INSURANCE & HEALTH ISSUES

Participants are themselves responsible to get a travel insurance. We do encourage You to purchase at least European Insurance Card or an Additional Travel Insurance. If anyone who uses medicine should bring with themselves. We don't give any medicines and we don't cover insurance fees.

FOOD

If there's any person with special diet/ allergies, please inform us about this via participation form mentioned above in the infopack. It is especially important for us to know about diets/allergies/special needs.



Be ready!

NATIONAL GROUPS' TASKS

1 BEFORE THE ACTIVITY

- Getting familiar with youth situation and in a local community of sending organization
- Collect and prepare at least 2 traditional games that can be re-framed into social inclusion methods through non-formal education
- Prepare at least 2 energizers
- Fulfill the participation form on-line
- Purchase and collect all travel tickets after consultation and agreement with the hosting organization

2 AFTER THE MAIN ACTIVITY

- To disseminate results, both off- and on-line
- To fill in a EC's survey that will be delivered via participant's/ leader's e-mail.

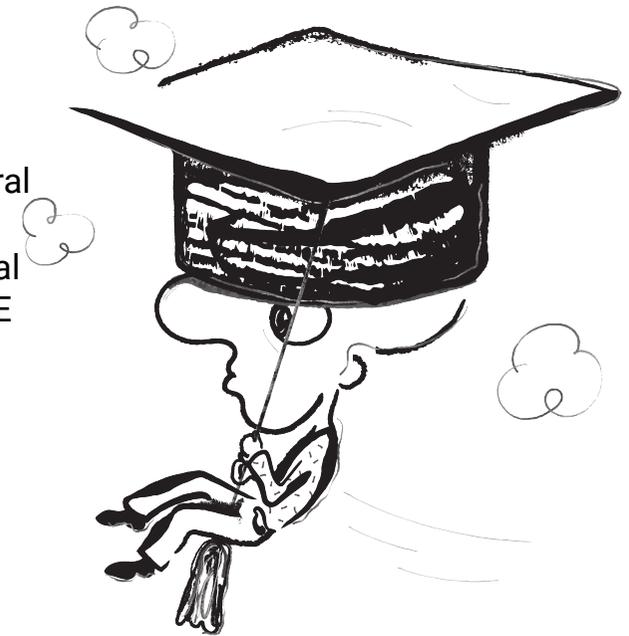
3 DURING THE TRAINING COURSE

- To deliver all travel documents to the hosting organization (Fundacja Innowacyjnej Edukacji)
- To actively participate in all workshop sessions (100% of activities)
- To prepare a draft of the educational project during the practical phase in collaboration with other participants

- To actively collaborate during „intercultural evenings” phase
- To present a good practices and an actual situation according to youth work and HRE in participants' environment/ region/ country

4 DURING THE LOCAL PHASE

- To finalise the application of the project and apply for funding
- To provide at least 1 workshop for local communities about the main topic of the project (e.g. school, youth center), and send all necessary documentation (including a description and pictures to hosting organization)
- To disseminate results of the project via all possible channels (youtube, twitter, Facebook, local newspaper) and send all links to the hosting organization
- To keep informing a hosting and partner organizations about results, doubts and challenges during implementation phase



CONTACTS

In case of any additional questions feel more than welcome to contact us:

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Mateusz

ORGANISERS

Fundacja Innowacyjnej Edukacji

Erasmus+

